

KENTUCKY BOARD OF LICENSURE FOR PASTORAL COUNSELORS

October 3, 2014

A special meeting of the Kentucky Board of Licensure for Pastoral Counselors was held on October 3, 2014 at the offices of the Office of Occupations and Professions at 911 Leawood Drive, Frankfort KY 40601 and began at 1:00 p.m.

MEMBERS PRESENT

Kathleen Milans, Chair

Donald Cutter

John Lepper

OCCUPATIONS AND PROFESSIONS

Robin Vick, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Assistant Attorney General

CALL TO ORDER

Ms. Milans, Chair, called the meeting to order at 1:05 p.m.

APPROVAL OF MINUTES

Mr. Cutter made a motion to accept the minutes from the May 9, 2014 meeting. Mr. Lepper seconded the motion. Motion carried.

FINANCIAL STATEMENT

The Board reviewed and discussed the financial report. No actions were taken.

BOARD CHAIR REPORT

Ms. Milans & the Board recognize and thank Ms. Burdette and Mr. Pierce for their service with the Board.

O&P Report

Ms. Vick reported the October Occupations and Professions Monthly report.

BOARD COUNSEL REPORT

Mr. Judy discussed the Suicide Prevention continuing education requirement that goes into effect January 1, 2015. Mr. Lepper made a motion for the Board to send a letter to licensees authorizing suicide prevention continuing education mandate once that has been authorized. The motion, seconded by Mr. Cutter, carried. Once cabinet provides information, Ms. Milans will create letter to be sent.

OLD BUSINESS

NEW BUSINESS

Continuing Education Application – The Board will review continuing education applications and continuing education application fee at the next Board meeting. Ms. Vick will provide samples of applications for the Board to review and create their own.

Letter to Licensees / Laws and Regulations Booklet - Mr. Lepper made a motion to have a letter sent to licensees stating that July 17, 2014 new regulations took effect and booklets will not be provided and how to find the most up to date laws and regulations for the Board. The motion, seconded by Mr. Cutter, carried. Ms. Milans will create the letter for Ms. Vick to send.

COMPLAINTS

No legal complaints pending.

APPLICATION REVIEW

The Board reviewed Frank Stillwell's application for licensure. Mr. Cutter made a motion to approve Mr. Stillwell's application for licensure. The motion, seconded by Mr. Lepper, carried.

The Board reviewed Jonathan Carroll's application for licensure. Mr. Cutter made a motion to approve Mr. Carroll's application for licensure. The motion, seconded by Mr. Lepper, carried

CONTINUING EDUCATION REVIEW

Mr. Cutter made a motion to approve the continuing education application, Working with People of Other Cultures. The motion, seconded, by Mr. Lepper, carried.

ELECTION

Mr. Lepper made a motion to elect Don Cutter as the Chair effective January 1, 2015. The motion, seconded by Kathy, carried.

TRAVEL

Mr. Cutter made a motion to approve payment of travel expenses for eligible members. Mr. Lepper seconded the motion. Motion carried.

NEXT MEETING

The next board meeting is scheduled for May 8, 2015 at 1:00 p.m.

ADJOURNMENT

Being no further business to come before the Board, Mr. Cutter made a motion to adjourn. Mr. Lepper seconded the motion. Motion carried. The Board adjourned at 2:17 p.m.